

## Requirements for Small System Monitoring

### WHO DOES THIS FACTSHEET APPLY TO?

ALL PUBLIC WATER SYSTEMS (PWSs), REGARDLESS OF SOURCE, THAT SERVE 1,000 PEOPLE OR FEWER and collect at least one routine total coliform (TC) SAMPLE MONTHLY OR QUARTERLY.

### RTCR

#### What to Do?

##### Step 1

Develop/update your sample siting plan.

##### Step 2

Collect your drinking water samples.

##### Step 3

Conduct required actions.

#### Additional RTCR information available on the RTCR website:

- Requirements for Small Systems on Quarterly/ Annual Monitoring
- Montana Seasonal System Guidance Document and Checklist Form
- Repeat Monitoring Requirements for Small Systems
- RTCR Assessment and Corrective Action Guidance Document, Level 1 Assessment Form, Level 1 & Level 2 Assessments and Corrective Actions Factsheet

#### FOR ASSISTANCE, PLEASE CONTACT YOUR STATE:

RTCR WEBSITE:  
<http://deq.mt.gov/Water/PWSUB/pws/rtrcr>

DEPT.: DEQ PWS PROGRAM

PHONE: (406 )444-4400

EMAIL: DEQRTCRLEVEL12@MT.GOV

#### ATTENTION!

All PWSs must comply with the RTCR requirements starting April 1, 2016.

### STEP 1: DEVELOP/UPDATE YOUR SAMPLE SITING PLAN\*

- **DEVELOP A SAMPLE SITING PLAN AND SUBMIT IT TO DEQ.** If you already have a sample siting plan for the Total Coliform Rule (TCR), update this plan to meet the requirements of the RTCR. Forms are available at the RTCR website:  
<http://deq.mt.gov/Water/PWSUB/pws/rtrcr>
- **INCLUDE YOUR ROUTINE COLLECTION SCHEDULE:** For example, "[PWS] will collect one routine total coliform sample every first Monday of the calendar month."
  - **LIST THE LOCATIONS WHERE YOU WILL TAKE YOUR SAMPLES (ROUTINE AND REPEAT):** The sampling location that is used for GWR triggered source water monitoring must also be designated. Include a map or diagram of your system indicating the sampling points.
  - **UPDATE TO REFLECT CHANGES AT YOUR PWS:** The sample siting plan is a living document and should be updated to reflect changes at your PWS such as: major changes in population; a new or additional water source; infrastructure changes, such as a change in the distribution system (i.e. extended/abandoned lines) or pressure zones; or changes in disinfection or other treatment.

### STEP 2: COLLECT YOUR DRINKING WATER SAMPLES

Know your RTCR routine sampling requirements.

Find your sample schedule at Montana Drinking Water Watch:

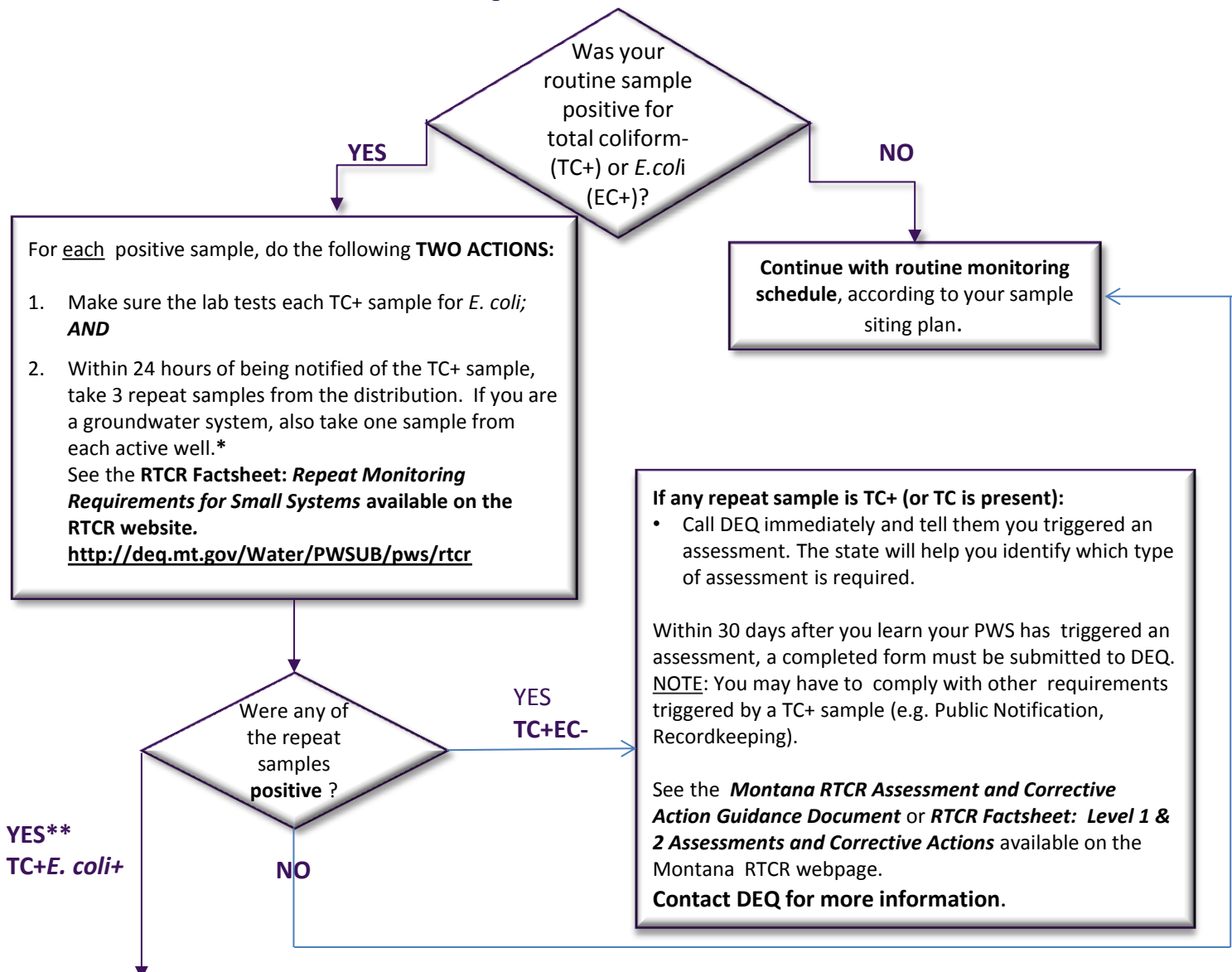
<http://sdwisdww.mt.gov:8080/DWW/>

- **COLLECT AT LEAST ONE 100 ML** routine drinking water sample according to your sampling schedule.
- **IMMEDIATELY SEND YOUR SAMPLE TO A STATE-CERTIFIED LAB** that performs total coliform drinking water analyses.
  - Remember the lab must begin analyzing the drinking water sample no later than the 30th hour from the collection time.
  - If necessary, ship the sample overnight and refrigerate or ice the sample using "blue" ice. Do not allow the sample to freeze.

#### NOTE

\* The sample siting plan is subject to review and revision by Montana DEQ Drinking Water Program.

## STEP 3: CONDUCT ACTIONS REQUIRED AS A RESULT OF YOUR SAMPLING



### NOTES

\* If you are missing any routine or repeat sample, contact DEQ.

\*\* Call DEQ on the same day you learn of the EC+ result, or by the end of the next business day or and tell them you received an EC+ result.